

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Establishment – Higher Education Department – Smt. R. Prema, Record Assistant – Retired from service on attaining the age of superannuation – Permission to surrender 295 days E.L and 5 days HPL total 300 days E.L for encashment – Orders – Issued.

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HIGHER EDUCATION (OP) DEPARTMENT

G.O.Rt.No. 897,

Dated 24-11-2010

Read the following:-

1. Application of Smt. R. Prema, Record Assistant, (Retd.),
Higher Education Department, dt.30.10.2010.
2. O.O.Ms.No.72, H.E (OP) Department, dt.30.10.2010.
3. G.O.Ms.No.154, Finance (FR.I) Department, dt.04.05.2010.

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ORDER:

Smt. R. Prema, Record Assistant, Higher Education Department was retired from service on attaining the age of superannuation on 31.10.2010 and she was relieved from her duties as Record Assistant w.e.f. 31.10.2010 A.N vide reference 2nd cited.

2. In her application 1st cited, Smt. R. Prema, Record Assistant has requested to sanction encashment of earned leave at her credit as on the date of retirement. Accordingly, the individual is hereby permitted to surrender 295 days (available at her credit as on 31.10.2010) and 5 days of Half Pay Leave total 300 days of Earned Leave for encashment as per the Government orders issued in the reference 3rd cited.

3. The Higher Education (Claims) Department are requested to draw the pay and allowances as ordered above and make payment to the individual.

4. The Deputy Pay and Accounts Officer, Secretariat Branch, Hyderabad is informed that necessary entries have been made in the Service Book of the individual.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

C.R. BISWAL,
PRINCIPAL SECRETARY TO GOVERNMENT

To:

Smt. R. Prema, Record Assistant (Retired), Higher Education Department.

The Higher Education (OP-Claims) Department.

The Accountant General, Andhra Pradesh, Hyderabad.

The Deputy Pay and Accounts Officer, Secretariat Branch, Hyderabad.

SF/SC

//FORWARDED BY ORDER//

SECTION OFFICER.